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# Office of Administrative Hearings

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<b>Description</b>	<b>FY 2003 Actual</b>	<b>FY 2004 Approved</b>	<b>FY 2005 Proposed</b>	<b>% Change from FY 2004</b>
Operating Budget	\$92,662	\$4,388,666	\$7,059,711	60.9
FTEs	3.0	36.3	66.3	82.8

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The mission of the Office of Administrative Hearings (OAH) is to enhance the quality of life in the District by providing citizens with a fair, efficient, and effective system to manage and resolve administrative litigation arising under District of Columbia law. By developing innovative reforms for the District of Columbia's system of administrative justice, OAH fosters public confidence in that system and promotes higher levels of voluntary compliance that ensure greater health, safety, and well-being in our community.

The agency plans to fulfill its mission by achieving the following strategic result goals:

- Balance and maintain fairness, quality and efficiency in a dynamic operational environment.
- Recruit administrative law judges and staff to fit OAH's reform model while promoting professional development and retention.
- Provide outreach to government agencies, the community, the bar, and other stakeholders.
- Support the order compliance system to promote greater health and safety in our community.

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## Funding Source

Tables FS0-1 and 2 show the sources of funding and FTEs by fund type for the Office of Administrative Hearings.

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Table FS0-1

### FY 2005 Proposed Operating Budget, by Revenue Type

(dollars in thousands)

Appropriated Funds	Actual FY 2002	Actual FY 2003	Approved FY 2004	Proposed FY 2005	Change from FY 2004	Percent Change
Local Fund	0	93	3,929	5,621	1,693	43.1
Special Purpose Revenue Fund	0	0	183	275	91	49.9
<b>Total for General Fund</b>	<b>0</b>	<b>93</b>	<b>4,112</b>	<b>5,896</b>	<b>1,784</b>	<b>43.4</b>
Intra-District Fund	0	0	277	1,164	887	320.8
<b>Total for Intra-District Funds</b>	<b>0</b>	<b>0</b>	<b>277</b>	<b>1,164</b>	<b>887</b>	<b>320.8</b>
<b>Gross Funds</b>	<b>0</b>	<b>93</b>	<b>4,389</b>	<b>7,060</b>	<b>2,671</b>	<b>60.9</b>

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Table FS0-2

### FY 2005 Full-Time Equivalent Employment Levels

Appropriated Funds	Actual FY 2002	Actual FY 2003	Approved FY 2004	Proposed FY 2005	Change from FY 2004	Percent Change
<b>General Fund</b>						
Local Fund	0	3	30	47	17	56.7
Special Purpose Revenue Fund	0	0	3	4	1	33.3
<b>Total for General Fund</b>	<b>0</b>	<b>3</b>	<b>33</b>	<b>51</b>	<b>18</b>	<b>54.5</b>
<b>Intra-District Funds</b>						
Intra-District Fund	0	0	3	15	12	400.0
<b>Total for Intra-District Funds</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>15</b>	<b>12</b>	<b>400.0</b>
<b>Total Proposed FTEs</b>	<b>0</b>	<b>3</b>	<b>36</b>	<b>66</b>	<b>30</b>	<b>83.3</b>

## Expenditure by Comptroller Source Group

Table FS0-3 shows the FY 2005 proposed budget for the agency at the Comptroller Source Group level (Object Class level).

Table FS0-3

### FY 2005 Proposed Operating Budget, by Comptroller Source Group

(dollars in thousands)

	Actual FY 2002	Actual FY 2003	Approved FY 2004	Proposed FY 2005	Change from FY 2004	Percent Change
11 Regular Pay - Cont Full Time	0	34	2,644	4,353	1,709	64.6
12 Regular Pay - Other	0	0	125	90	-35	-27.7
13 Additional Gross Pay	0	0	40	0	-40	-100.0
14 Fringe Benefits - Curr Personnel	0	1	514	732	218	42.4
<b>Subtotal Personal Services (PS)</b>	<b>0</b>	<b>35</b>	<b>3,322</b>	<b>5,174</b>	<b>1,852</b>	<b>55.7</b>
20 Supplies and Materials	0	2	30	89	59	194.5
30 Energy, Comm. And Bldg Rentals	0	0	0	8	8	N/A
31 Telephone, Telegraph, Telegram, Etc	0	0	48	144	96	201.2
32 Rentals - Land And Structures	0	9	812	1,210	398	49.0
33 Janitorial Services	0	0	8	5	-3	-40.6
34 Security Services	0	0	10	7	-3	-30.0
35 Occupancy Fixed Costs	0	0	0	8	8	N/A
40 Other Services And Charges	0	19	30	193	164	546.7
41 Contractual Services - Other	0	17	23	73	50	216.1
50 Subsidies And Transfers	0	0	0	0	0	0.0
70 Equipment & Equipment Rental	0	10	85	148	63	73.5
80 Debt Service	0	0	21	0	-21	-100.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>0</b>	<b>58</b>	<b>1,066</b>	<b>1,885</b>	<b>819</b>	<b>76.8</b>
<b>Total Proposed Operating Budget</b>	<b>0</b>	<b>93</b>	<b>4,389</b>	<b>7,060</b>	<b>2,671</b>	<b>60.9</b>

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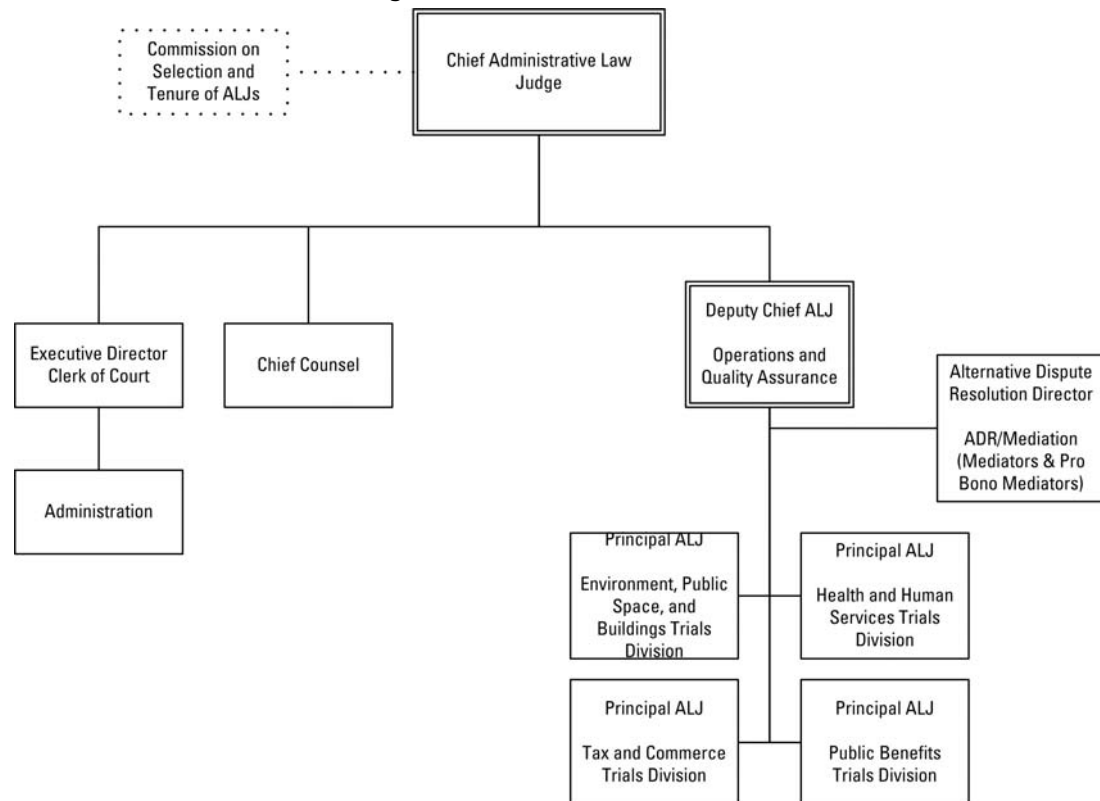
## Expenditure by Program

The Office of Administrative Hearings has the following program structure.

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Figure FS0-1

### Office of Administrative Hearings



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## Gross Funds

The proposed budget is \$7,059,711 representing a change of \$2,671,045 or 60.9 percent over the FY 2004 approved budget of \$4,388,666. There are 66.3 total FTEs for the agency, an increase of 30 FTEs, or 82.8 percent over the FY 2004 budget.

## General Fund

**Local Funds.** The proposed budget is \$5,621,196, representing a change of 43.1 percent over the FY 2004 approved budget of \$3,928,687. There are 47.3 Local FTEs for the agency, an increase of 17.3 FTEs, or 58.6 percent over FY 2004.

Changes from the FY 2004 approved budget are:

- An increase of \$967,184 and 14.0 FTEs reflecting the transfer of certain adjudicative

functions from the Department of Consumer and Regulatory Affairs to OAH for FY 2005.

- An increase of \$501,443 in fixed costs.
- An increase of \$110,985 and 1.0 FTE reflecting the transfer of certain adjudicative functions from the Office of Tax and Revenue to OAH for FY 2005.
- An increase of \$53,637 and 1.0 FTE reflecting the transfer of certain adjudicative functions from the Taxicab Commission to OAH for FY 2005.
- An increase of \$69,144 and 1.0 FTE reflecting the transfer of adjudicative functions from the Board of Appeals and Review (BAR) to OAH (for one quarter). OAH assumed responsibility for BAR functions in FY 2004 and three quarters of funding was transferred from BAR to OAH for the FY

2004 budget.

- An increase of \$46,915 in equipment.
- An increase of \$18,264 in personal services to support known pay increases.
- A redirection of \$165,701 from personal services to nonpersonal services to align the budget with projected costs.
- A decrease of \$75,064 reflecting the removal of debt service from the agency's budget.

**Special Purpose Revenue Funds.** The proposed budget is \$274,909, representing a change of 49.9 percent over the FY 2004 budget of \$183,443. There are 4.0 Special Purpose Revenue FTEs for the agency, an increase of .55 FTEs, or 15.9 percent over FY 2004.

The change from the FY 2003 approved budget is:

- An increase of \$91,466 and 1.0 FTE reflecting the transfer of certain adjudicative functions from the Department of Consumer and Regulatory Affairs to OAH for FY 2005.

## Intra-District Funds.

**Intra-District Funds.** The proposed budget is \$1,163,606, representing a change of 320.8 percent over the FY 2004 approved budget of \$276,536. There are 15.0 Intra-District FTEs for the agency, an increase of 12.0 FTEs, or 400.0 percent over FY 2004 .

Changes from the FY 2004 approved budget are:

- An increase of \$906,470 and 12.0 FTEs reflecting the transfer of certain adjudicative functions from the Department of Employment Services to OAH for FY 2005.
- A decrease of \$19,400 in fixed costs.

## Programs

The OAH was created as an independent agency by the Office of Administrative Hearings Establishment Act of 2001. This law addressed the need to modernize and improve administrative adjudication in the District of Columbia so that citizens doing business here will consistently receive high-quality, fair, impartial, and efficient hearings in administrative litigation. OAH unifies the adjudicative functions of several agencies

in FY 2005, including:

- **Department of Health** - administrative litigation relating to health care facilities, health professional licensing, and environmental regulatory violations.
- **Department of Mental Health** - administrative litigation relating to health and safety regulations for group homes for the mentally ill and other facilities.
- **Department of Human Services** - administrative litigation relating to public benefits.
- **Child and Family Services Administration** - administrative litigation relating to licensing and enforcement matters for regulated homes and other facilities.
- **Board of Appeals and Review** - administrative litigation relating to Medicaid provider reimbursements, Metropolitan Police Department licensure decisions relating to private detectives, and a variety of other regulatory matters.
- **Department of Motor Vehicles (Office of Public Space Adjudication)** - administrative litigation relating to violations of the Litter Control Administration Act of 1985 and the Illegal Dumping Enforcement Act of 1994
- **Department of Banking and Financial Institutions** - administrative litigation relating to the regulation of banks and other financial institutions
- **Department of Employment Services** - administrative litigation relating to unemployment insurance determinations
- **Taxicab Commission** - administrative litigation relating to taxi licensure and regulation
- **Department of Consumer and Regulatory Affairs** - administrative litigation relating to non-health professional licensing, rental housing, and building code and other regulatory violations
- **Office of Tax and Revenue** - administrative litigation relating to tax disputes other than those arising from taxation of real property

The Office is headed by a Chief Administrative Law Judge appointed by the Mayor with the advice and consent of the District Council. An independent Commission

on the Selection and Tenure of Administrative Law Judges will ensure the recruitment and retention of well-qualified and effective corps of Administrative Law Judges in the office.

## Agency Goals and Performance Measures

### Goal 1: Percentage of applicable case dispositions within 90 days of record closure

*Citywide Strategic Priority Area(s):* Making Government Work

*Manager(s):* Paul Klein, Deputy Chief  
Administrative Law Judge

*Supervisor(s):* Tyrone T. Butler, Chief  
Administrative Law Judge

### Measure 1.1: Percentage of case dispositions within 90 days of record closure

	Fiscal Year				
	2002	2003	2004	2005	2006
Target	N/A	80	85	85	85
Actual	N/A	N/A	-	-	-